



DEPARTMENT OF THE ARMY
HEADQUARTERS, U. S. ARMY SERGEANTS MAJOR ACADEMY
11291 SGT E. CHURCHILL STREET
FORT BLISS, TEXAS 79918-8002

REPLY TO
ATTENTION OF:

ATSS-DCP

2 March 2004

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Request for Exceptions to Policy for PLDC

1. Due to the present situation of Operation Iraqi Freedom, Operation Enduring Freedom, and the Global War on Terrorism, some schools are experiencing problems with having the proper number of certified PLDC instructors, class sizes, and instructor to student ratios. Due to these problems, some NCOAs must request exceptions to policy for these specific problems.
2. NCOAs do not need to request an exception to policy for the aforementioned as long as the NCOAs meet the following:
 - a. Instructor to student ratio: Instructor to student ratio will not exceed 1:10 during performance evaluations and examinations, and 2:20 for classroom instruction.
 - b. Class Size: Sixteen (16) is the lowest class size acceptable. Any classes below 16 will be a non-conduct.
 - c. Instructor Certification: BNCOC and ANCOC certified instructors may teach PLDC. BNCOC and ANCOC certified instructors must become familiar with the course and monitored by the SSGL or commandant for one class iteration prior to teaching alone.
3. NCOAs facing 2a, b, or c above will provide a memorandum, for each class, to USASMA describing the actions the NCOA is taking, what steps the NCOA is taking to correct the problem, and how long it will take to correct the problem. NCOAs must file these memorandums for Quality Assurance Office's review during assessments and accreditation.
4. This memorandum is in affect until the first quarter of FY 05, at which time USASMA will reevaluate the situation.

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5. Point of contact is Mr. Berta at DSN 978-8261, commercial (915) 568-8261, or email at bertaf@bliss.army.mil.

FOR THE COMMANDANT:

//ORIGINAL SIGNED//
MACK H. VEREEN
Director, Directorate of Training
and Doctrine

DISTRIBUTION

COMMANDANT, USAADASCH NCOA, ATTN: ATSA-NCO-A, BLDG 2, PERSHING RD, FT BLISS, TX 79916
COMMANDANT, USAFASCH NCOA, ATTN: ATSF-W, BLDG 3662, FT SILL, OK 73503
COMMANDANT, USAASCH NCOA, ATTN: ATSB-NC, BLDG 2382, FT KNOX, KY 40121
COMMANDANT, MANSCEN NCOA, ATTN: ATZT-NCO-C, THURMAN HALL, BLDG 3203, SUITE 2520, FT LEONARDWOOD, MO 65473
COMMANDANT, USAISCH NCOA, ATTN: ATSH-NC, BLDG 4, FT BENNING, GA 31905
COMMANDANT, JFK SPECIAL WARFARE CENTER NCOA, ATTN: AOJK-NCO, BLDG D2517, FT BRAGG, NC 28310-5000
COMMANDANT, HENRY H LIND NCOA, ATTN: AFZH-NCOA, BLDG 5996, 41ST DIVISION DR, FT LEWIS, WA 98433-9500
COMMANDANT, III CORPS NCOA, ATTN: AFZF-NCOA, BLDG 41002, FT HOOD, TX 76544
COMMANDANT, FT POLK NCOA, ATTN: AFZX-GT-NCOA, 1732 22ND ST, FT POLK, LA 71459
COMMANDANT, USARAK NCOA, ATTN: APVR-RASB-N, 600 RICHARDSON DR. FT RICHARDSON, AK 99505
COMMANDANT, 7TH US ARMY NCOA, ATTN: AETT-7NCOA-CMDT, UNIT 28125 APO AE 09114, GRAFENWOEHR, GERMANY
COMMANDANT, 8TH US ARMY NCOA, ATTN: EAID-GO-DS, APO AE 96258-0208, CAMP JACKSON, KOREA
COMMANDANT, 10TH MOUNTAIN DIVISION NCOA, ATTN: AFZS-NCOA, BLDG T-515, LEWIS AVE, FT DRUM, NY 13602
COMMANDANT, 18TH AIRBORNE CORPS NCOA, ATTN: AFZA-AC, BLDG AT 5087, FT BRAGG, NC 28310-5000
COMMANDANT, 3RD INFANTRY DIVISION NCOA, ATTN: AFZP-HCN, BLDG 19204, FT STEWART, GA 31314
COMMANDANT, 25TH INFANTRY DIVISION NCOA, ATTN: APVG-NCOA, BLDG 6055, EAST RANGE, SCHOFIELD BARRACKS, HI 96857-7000
COMMANDANT, 101ST AIRBORNE DIVISION NCOA, ATTN: AFZB-NCOA, BLDG 2269, FT CAMPBELL, KY 42223
COMMANDANT, REGION A USAR NCOA BN, BLDG 5518, FT. DIX, NJ 08640-5000
COMMANDANT, 3RD NCOA BN, 166TH REG, BLDG 880, ANNVILLE, PA 17003-5002

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COMMANDANT, 3747TH MFTB NCOA EUROPE, ATTN: AEUR-FS-NCOES, UNIT 28130, APO AE 09114, GRAFENWOEHR, GERMANY

COMMANDANT, 3RD NCOA BN, 218TH REG, 5411 LEESBURG RD, EASTOVER, SC 29044-9732

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COMMANDANT, 1ST NCOA BN, 199TH LDR REG, 6030 MONROE HWY, BLDG 4101, PINEVILLE, LA 71360-3365

COMMANDANT, 1ST NCOA BN(-), 209TH REG, 220 COUNTY RD, BLDG 508, ASHLAND, NE 68003-6000

COMMANDANT, REGION G USAR NCOA BN, BOX 339535, MS 72, BLDG 3115, FT LEWIS, WA 98433-9535

COMMANDANT, 1ST NCOA BN(-), 640TH REG, 17800 SOUTH CAMP WILLIAMS RD, RIVERTON, UT 84065-4999

COMMANDANT, 298TH REG (MF) NCOA, PO BOX 1020, WAIMANALO, HI 96795

COMMANDANT, 207TH REG (MF) NCOA, PO BOX 5800, FT RICHARDSON, AK 99505

CF:

QAO, USASMA